

MINUTES - PUBLIC

Minutes of a meeting of the Corporation - PUBLIC
 Held on Thursday 20th May 2021 @ 16:30
 Via MS Teams

Members:

Sam Best; Becky Bevins; Mark Bolton [Principal]; Paul Clowes; Jacquie Dean [Vice Chair]; Ellimae Dunn [Student FE]; Peter Green (Co-opted); Lee Harwood; Jo Howarth; Rebecca Marshall; David Mills [Vice Chair]; Paul Morey[Staff]; Gayle Pogson [Staff]; Jo Roundell Greene; Scott Roy; Paul Thomas; Peter Thomas [Chair]

Clerk:

Gill Macpherson

In attendance:

All Items:

Emma Cox [Vice Principal Finance & Resources]; Joanna Frith-Williams [Vice Principal Quality of Education]

All Items:

Kevin Athersuch; James Scott

Bold indicates presence

Item	Detail	Action
1.	MEETING PRELIMINARIES There were Apologies for absence received from Kevin Athersuch, Jacquie Dean, Paul Morey and Jo Roundell Greene. The meeting remained quorate throughout. There were no Declarations of Interest made on this occasion.	
2.	NEW CORPORATION MEMBERS On the Recommendation of the Search and Governance Committee, the Board unanimously Approved the following applications as external/independent members of the board: <ul style="list-style-type: none"> - Kevin Athersuch (Audit and Infrastructure Comm.) - James Scott (Finance & Remuneration and Infrastructure Comm.) 	
3.	MINUTES The Committee unanimously Approved the minutes of 25 March 2021 (Public and Confidential) as a correct and accurate record and Approved the publication of non-confidential minutes onto the Yeovil College website.	
4.	MATTERS ARISING (MA) The Action and Query sheet was noted and accepted. Actions were either complete, included elsewhere on today's agenda or being appropriately tracked and carried forward.	
5.	CHAIR'S REPORT The Board noted the Chair's report and June Strategy meeting agenda. It will be held in a similar format to the previous meeting. The Estates Masterplan, Curriculum of the future and Finance, long and short term, are the topics of discussion. Meetings will continue as virtual until July, it is expected to have meetings in person from September. The Governors dinner will be held on Monday 5 th July, to include Principal, VP's and partners.	

6.	<p>CLERK'S REPORT The Board noted the Clerks report.</p>	
7.	<p>PRINCIPAL'S REPORT The Board noted the Principals report with emphasis on the following:</p> <ul style="list-style-type: none"> - DfE update - Ashdown refurbishment progress - Teacher assessed grades - Staff pay pressures and planning - The Principal will share with Corporation the salary structures at the July meeting – indications of which comparators the Governors would like will be sent to the Principal by Lee Harwood. - Scoping and contingency planning - Skills accelerator Bid – The submission date is 27 May. The bid exceeds the Principals delegated financial responsibility, therefore, the Board unanimously Approved delegation powers to the Principal to authorise the bid – it was noted the signing of the contract will come back to Corporation for approval. <p>17:00 Ellimae Dunn left the meeting. 17:05 Becky Bevins joined the meeting.</p> <ul style="list-style-type: none"> - Experience Month - Action: Clerk to arrange for the Governors to access virtually. - 360 Campus Tours <p>The Board noted the Operating Statement. The Chair noted it was a positive report, particularly related to the possibility of the reception area being included in the DfE project. 17:30 David Mills joined the meeting.</p> <ul style="list-style-type: none"> - Sustainability and Climate Change - Paul Thomas (HE Governor). The main priority of the new Head of Campus will be to create an action plan, hopefully in the Autum term. 	Clerk
8.	<p>FINANCIAL UPDATE The Board noted the March Management Accounts and highlights from the VP F&R. The key points are recorded separately in the confidential minutes.</p>	
9.	<p>TEACHING AND LEARNING Including Curriculum, Quality and Assurance Committee Business The Board noted the following reports:</p> <ul style="list-style-type: none"> - Equality and Diversity Annual Report - Observations Window Summary - Safeguarding Update <p>The Chair thanked the VP QofE for her reports. C,Q & A Committee Business Cycle Committee Work Programme and Terms of Reference 2021/22 will be discussed at the next meeting.</p>	
10.	<p>GOVERNOR UPDATES The Board noted verbal updates from the Staff, Student and Independent Governors. Noting in particular;</p> <ul style="list-style-type: none"> - Staff and students are happy to be back on site - The Davinci restaurant is now open. 	
11.	<p>INFRASTRUCTURE COMMITTEE The Board noted an update from the VP F&R. The key points are recorded separately in the confidential minutes.</p>	
12.	<p>LEGAL, POLICY and REGULATORY MATTERS There were no instances of Whistleblowing / Fraud / Health & Safety to report at this time.</p>	

	The Board unanimously Approved the Equality and Diversity Policy. The Cleaning Contract Extension was unanimously Approved . An updated version of the letter of agreement will be signed by the Chair on receipt. 18:15 Sam Best left.	
13.	RISK MANAGEMENT AND INTERNAL CONTROLS (Including Audit Committee business) The Board noted any risk and internal control matters arising from today's business or not covered elsewhere on the agenda from the Chair of the Audit Committee	
14.	ANY OTHER BUSINESS The Corporation and Committee Dates 2021/22 were noted.	
	NEXT ORDINARY MEETING Thursday 17 June 2021 @ 4:30pm	
	The Main meeting closed and invited attendees were asked to withdraw, except for the Principal and Clerk.	
15.	STAFFING UPDATE The minutes for this item are recorded in a separate set of Strictly Confidential minutes.	
	The meeting closed at 18:45	